

# STATE OF COLORADO

John W. Hickenlooper, Governor  
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Executive Director and Chief Medical Officer

Dedicated to protecting and improving the health and environment of the people of Colorado

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Colorado Department  
of Public Health  
and Environment

Dear Provider,

The Colorado Vaccines for Children Program (VFC) requires that the VFC coordinator and back-up coordinator at each VFC provider office complete two training modules hosted by the Centers for Disease Control and Prevention (CDC) on vaccine storage and handling and on requirements of the VFC program. The trainings are highly recommended for any other staff working with VFC. The two self-paced, computer-based trainings will take approximately 60-90 minutes to complete and are accessible 24 hours a day, seven days a week. Please note that you will have to submit a continuing education certificate or certificate of attendance to the VFC program to document your completion of both courses. If you have any questions please contact the VFC program at [cdphe\\_vfc@state.co.us](mailto:cdphe_vfc@state.co.us) or 303-692-2700.

## Vaccine Storage and Handling Training Module (required):

1. Go to CDC's You Call the Shots website at:  
<http://www.cdc.gov/vaccines/ed/youcalltheshots.htm>
2. Select "Vaccine Storage and Handling- 2014."
3. Scroll to the bottom and click "Continue."
4. Complete the training module and **write down the verification code provided for you at the end of the training- you will need this later!**
5. Register for CDC's online training system at: <http://www2a.cdc.gov/TCEOnline/> (you will need to register here to print your continuing education certificate or certificate of attendance).
  - a. Login as a participant  
(Note: the first time you use the online system you will need to login as a new participant and create a participant profile).
  - b. Register for the Vaccine Storage and Handling course by entering the Course Number **WB2362** into the keyword search.
  - c. Select the type of continuing education you wish to receive (available continuing education types include CME, CNE, CHES, CEU, CPE, or AUDIT if you prefer a

- certificate of attendance), confirm your demographic information, and click Submit to complete your registration.
- d. Complete the evaluation online. At the time you complete the online evaluation, you will be required to provide a verification code. **Use the verification code you wrote down at the end of the training module.**
  - e. Print your continuing education certificate or certificate of attendance from the Transcript and Certificate section at: <http://www2a.cdc.gov/TCEOnline/>.
6. Send your continuing education certificate or certificate of attendance to the Colorado VFC program by fax: 303-691-6118 or email: [cdphe\\_vfc@state.co.us](mailto:cdphe_vfc@state.co.us).

### **VFC Training Module (required):**

1. Go to CDC's You Call The Shots website at:  
<http://www.cdc.gov/vaccines/ed/youcalltheshots.htm>
2. Select "Vaccines for Children (VFC)- 2014."
3. Scroll to the bottom of the page and click "Continue."
7. Complete the training module and **write down the verification code provided for you at the end of the training- you will need this later!**
4. Register for CDC's online training system at: <http://www2a.cdc.gov/TCEOnline/> (you will need to register here to print your continuing education certificate or certificate of attendance)
  - a. Login as a participant  
(Note: the first time you use the online system you will need to login as a new participant and create a participant profile).
  - b. Register for the VFC course by entering the Course Number **WB2363** into the keyword search.
  - c. Select the type of continuing education you wish to receive (available continuing education types include CME, CNE, CHES, CEU, CPE, or AUDIT if you prefer a certificate of attendance), confirm your demographic information, and click Submit to complete your registration.
  - d. Complete the evaluation online. At the time you complete the online evaluation, you will be required to provide a verification code. **Use the verification code you wrote down at the end of the training module.**
  - e. Print your continuing education certificate or certificate of attendance from the Transcript and Certificate section at: <http://www2a.cdc.gov/TCEOnline/>.
5. Send your continuing education certificate or certificate of attendance to the Colorado VFC program by fax: 303-691-6118 or email: [cdphe\\_vfc@state.co.us](mailto:cdphe_vfc@state.co.us).